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P-CARD APPLICATION USER MANUAL

WELLS FARGO TIMELINE 2006

INTRODUCTION

Wells Fargo monthly statements and the transaction processing dates for the calendar year of 2006 are listed below.

Bills are generated monthly with transactions through the 1st of the month and statements are sent to agencies on the 2nd of the month. However, if the 1st of the month falls on a weekend or holiday, then Wells Fargo will bill agencies with transactions through the last business day of the month. Agencies have 14 calendar days to pay.

NOTE: Since Wells Fargo's payments are sent by EFT, you must have your transactions processed through STARS by the 12th calendar day in order to have the payment post to Wells Fargo's account by the 14th calendar day.

The **Transaction Posted Through Date** is the date that the transaction gets posted to Wells Fargo, not necessarily the date of the actual transaction.

Wells Fargo Billing Timeline for Calendar Year 2006

<u>Month</u>	<u>Transaction Posted Through Date</u>	<u>Statement Date</u>
December – 2005	January 3, 2006	January 4, 2006
January – 2006	February 1, 2006	February 2, 2006
February – 2006	March 1, 2006	March 2, 2006
March – 2006	April 3, 2006	April 4, 2006
April – 2006	May 1, 2006	May 2, 2006
May – 2006	June 1, 2006	June 2, 2006
June – 2006	July 3, 2006	July 5, 2006
July – 2006	August 1, 2006	August 2, 2006
August – 2006	September 1, 2006	September 5, 2006
September – 2006	October 2, 2006	October 3, 2006
October – 2006	November 1, 2006	November 2, 2006
November – 2006	December 1, 2006	December 4, 2006
December - 2006	January 2, 2006	January 3, 2007